APB 2020-032

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## OVERTIME HOSPITALS AND YOUTH FACILITIES

APB 2020-032

10-1-2020

**EFFECTIVE** 

October 1, 2020.

Subject(s)

## APR-263-01, Overtime Hospitals and Youth Facilities

When shift coverage cannot be obtained voluntarily from employees, management will then go to the involuntary list that consists of 100 percent of the employees on a shift in a classification series and assign the overtime.

Employees entering the list will be placed according to the lowest opportunities offered. This includes employees returning from extended leave and vacation, unless they already have more opportunities recorded than the person with the fewest during the equalization period.

Reason: Policy clarification.

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MANUAL MAINTENANCE INSTRUCTIONS

Changed Items ...

APR 263-01

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